

Title: **SENIOR CIVIL MAINTENANCE WORKER**

Salary Code: 20
Effective Date: 05/11/15
FLSA Designation: Nonexempt

GENERAL DESCRIPTION

Under the general direction of the Supervisor of Civil & Preventive Maintenance, plans, directs, schedules, and coordinates the work of maintenance workers and Equipment Operators, performing construction, maintenance, and repair work in connection with operating and maintaining facilities and properties associated with the water distribution and drainage facilities. Senior Civil Maintenance Worker is a single position classification. The ability to communicate effectively is required.

EXAMPLES OF WORK PERFORMED

The information listed below is meant to serve as examples of the job duties and responsibilities for positions in this classification. This list is neither inclusive nor exclusive, but indicative of several types of duties performed.

1. Ensures employees are following District Safe Work Procedures. Practices are properly trained and equipped. Safe work areas are established and maintained.
2. Excavates, repairs, and replaces various types of concrete, transite, steel, and plastic pipelines ranging in diameter up to 13 feet, using rigging techniques used for load lifting.
3. Selects, trains, and evaluates the performance of assigned staff.
4. Inspects, repairs, and replaces air relief, butterfly check, gate, and slidegate valves ranging in sizes up to 66 inches.
5. Lays out, grades, forms, reinforces, places, finishes, and repairs concrete pedestals, slabs, foundations, canal panels, thrust blocks, pipe repair blocks, retaining walls, and pre-casts and casts-in-place structures.
6. Constructs, modifies, and maintains concrete block, wood, and metal frame buildings, including site preparation, framing, drywall, sheet metal, cyclone fences, air lines, sewer lines, flooring, and paint and trim work.
7. Directs the work of heavy equipment to rough and finish grade as required to construct and maintain canals, roads, embankments, pads, reservoirs, and excavations.
8. Implements procedures for confined space entry, the use of hazardous materials, and crane and heavy equipment safety.

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9. Schedules work and coordinates jobs with, and requests assistance from, other departments, divisions, and outside services.
10. Performs continuing general inspection of equipment and facilities
11. Approves and submits completed work orders, as-built drawings, pipeline entry permits, and equipment usage reports at job completion.
12. Assists in the preparation of the department's annual budget.
13. Performs other duties as assigned.

CLASSIFICATION REQUIREMENTS

Education and Experience: Any combination of equivalent education and experience that has led to the acquisition of the knowledge required by the position. A typical way of acquiring the knowledge would be:

Completion of the twelfth grade **and** five (5) years of equivalent experience in the construction, maintenance, and repair of water pipelines, canals, and water distribution and drainage facilities; or any combination thereof, for which demonstrated lead or supervisory responsibilities have been assigned.

Note: One (1) year experience as an Operations and Maintenance Trainee with Westlands Water District will substitute for two (2) years of the required experience.

Note: Recruitment may be limited to candidates with an education or experience background related to the specific position vacancy.

Knowledge of:

- The applicable safety and accident prevention procedures of the California Safety and Health Act.
- The applicable California General Industrial Safety Orders.
- Pipeline plan and profile drawings.
- Civil and mechanical construction and installation drawings.
- Rigging and load lifting techniques.
- Principles and techniques of supervision.

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WORKING CONDITIONS

- Heavy lifting up to 100 pounds.
- Use hazardous materials.
- Work in all kinds of weather.
- Possess physical characteristics to perform the critical and important duties of the job, including the ability to climb stationary ladders up to 100 feet in height.
- Work suspended above ground level (approximately 45 feet) in a bosun chair or aerial lift.
- Work in confined spaces, such as in excavations (approximately 20 feet below ground level), buried dewatered pipelines and manifolds (ranging in size from 3 feet to 13 feet in diameter), and dewatered sumps and turnout facilities (approximately 30 feet below ground level).
- Respond to emergency calls on a 24-hour-a-day basis.

STANDARD REQUIREMENTS

- Possession of a valid Class C California Driver's License with a driving record acceptable to the District's automobile insurance provider is required.
- Depending on assignment and at the discretion of the Maintenance Supervisor, possession of a valid Class A California Driver's License with air brake endorsement must be obtained within twelve (12) months of assignment along with a driving record acceptable to the District's automobile insurance provider.